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OS REGISTRY

11 SEP 1980

Report 5

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Director of Security

SUBJECT: Office of Security Significant Activities
Week of 4 September 1980 (U)

REFERENCE: DDA Administrative Instruction No. 74-5

1. This memorandum is for information only. (U)
2. The activities of the Office of Security during the week of 4 - 10 September 1980 were highlighted by the following items:

a. The Security Education Group has finished production of its first multimedia presentation in cooperation with the Safety Group. The finished product has been reviewed by the Associate Deputy Director for Administration and the Director of Security and has been accorded high marks for the lively and entertaining method of presentation as well as content. (U)

c. On 9 September 1980, a member of this Office addressed the Agency Records Management Officers Conference on a Security Officer's view of station records management (U)

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25X1 d. The Safety Group is presenting the Basic Safety Course [redacted] The class consists of 25 students from the Office of Security, Office of Data Processing, Office of Imagery Analysis, Office of Logistics, Office of Development and Engineering, Office of Training, National Photographic Interpretation Center, Office of Geographic and Cartographic Research, Office of Communications, and three individuals from the Department of State, including the Department's Director of Safety. (U)

e. On 5 September, members of the Domestic Security Branch conducted a physical security survey and provided a security briefing regarding the handling of Agency classified material to staff members of the Senate Foreign Relations Committee. (U)

f. On 8 September, members of the Domestic Security Branch conducted a physical security survey relative to the storage of Sensitive Compartmented Information at the offices of the Nuclear Regulatory Agency located in Silver Spring, Maryland. (U)

[redacted]

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h. On 4 September, the Chief, Industrial Security Branch, attended an APEX Industrial Working Group meeting at the Pentagon. A tentative list of approximately 130 contractors to attend an APEX Seminar at Headquarters on 22 October was agreed upon at this meeting. (U)

[redacted]

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